



# The Gujarat Government Gazette

## EXTRAORDINARY

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Separate paging is given to this Part in order that it may be filed as a Separate Compilation.

## PART IV-B

**Rules and Orders (Other than those published in Parts I, I-A, and I-L) made  
by the Government of Gujarat under the Gujarat Acts**

## FINANCE DEPARTMENT

## NOTIFICATION

Sachivalaya, Gandhinagar, 22<sup>nd</sup> December, 2021

## GUJARAT (RIGHT OF CITIZENS TO PUBLIC SERVICES) ACT, 2013.

**No.GN/98/2021/MIS/102014/560/B :-** In exercise of the powers conferred by section 4 of the Gujarat (Right of Citizens to Public Services) Act, 2013 (Guj.16 of 2013), the Government of Gujarat hereby amends the Government Notification Finance Department No.GN/15/2016/MIS/102014/560/B, dated the 23<sup>rd</sup> March 2016, as follows:-

In the said notification for the existing Appendix-A, the following Appendix shall be substituted, namely:-

## APPENDIX-A

1	2	3
Name of Department/Office	Name of Services	Time limit for service to be provided
Finance Department	<b>Certificate of Registration.</b> -Gujarat Value Added Tax Act.	Provisional - 24 Hours Final- 11 days
Office of the Commissioner of State Taxes.	-Central Sales Tax Act.  -Goods and Services Tax Act, 2017	Provisional- 24 Hours Final- 11 days 7 Working days
	<b>Addition/Alteration in Certificate of Registration.</b> -Gujarat Value Added Tax Act. -Central Sales Tax Act. -Goods and Services Tax Act, 2017	30 days 30 days 15 days

1	2	3
Name of Department/Office	Name of Services	Time limit for service to be provided
	<b>Application for cancellation of Registration Certificate.</b> -Gujarat Value Added Tax Act. -Central Sales Tax Act. -Goods and Services Tax Act, 2017	30 days 30 days 15 days
	<b>Applications under Professional Tax Act for Notified and Cantonment Area.</b> - To obtain Certificate of Registration. - To obtain Certificate of Enrolment. -Addition/Alteration.	1 day 1 day 30 days
	<b>Application to obtain Statutory Forms.</b> Gujarat Value Added Tax Act: -Form C/F/H -Form-402 (For Specified goods) -Form-403 (For Specified goods)	8 days 8 days 8 days
	<b>Provisional Refund of Tax Credit :</b> Gujarat Value Added Tax Act: (a) In the case of export (b) In the case of other than export.	30 days
	<b>ROF Registration</b> Bombay Partnership (Gujarat Amendment) Rules, 2017 Certificate of Registration.	1 working day from the date of receipt of the application.
	<b>GST Refund</b>	60 Days
<b>Finance Department Directorate of Accounts and Treasuries</b>	Certificate of Amount Deposited.	7 days.
	- To Stamp upon blank documents up to Rs.1000/- - To Stamped upon blank documents above to Rs.1000/-	1 day. 2 days.
<b>Finance Department Directorate of Insurance</b>	Settlement of Claim Group Janata Accident Insurance Scheme.	90 days.
	Issuance of H.B.A. Insurance Policy.	30 Working days.
	Direct Insurance Underwriting	30 Working days.
	Issuance of Duplicate Insurance/H.B.A. Insurance Policy.	7 days''

By order and in the name of the Governor of Gujarat,

**R. K. JOSHI,**  
Deputy Secretary to Government.

